



**COVID-19 (nCorona) Virus Outbreak Control and Prevention State Cell  
Health & Family Welfare Department  
Government of Kerala**

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**No 31/F2/2020/Health-1**

**14<sup>th</sup> May 2020**

**SUB: RAILWAY SURVEILLANCE GUIDELINES**

World Health organisation has declared COVID-19 as a pandemic. Kerala has been able to successfully contain the outbreak so far through strict surveillance and infection control measures. In view of ease of lockdown restrictions and expected arrival of passengers from various states and countries into the state, it is essential to implement stringent measures so as to screen all passengers entering the state and take necessary precautions to prevent further spread of COVID-19 within the state.

In this view the following guidelines have been issued for screening of passengers at railway stations in the state.

**Pre-requisites for entry into Kerala**

1. All persons wishing to enter the state shall register at the web portal
2. Personal information, arrival details, destination details, vulnerability status, details of place of Isolation (Home/Covid Care Centre), COVID test certificate from the local public health authority and transportation details (taxi/own vehicle) from the point to entry need to be entered in the portal.
3. Successful applicants will receive a QR code
4. Persons with symptoms suggestive of COVID-19 should refrain from travelling

**Arrangements at Railway Stations**

- In each compartment, there should only be a single point for entry and exit. All other doors should be closed.
- Only one passenger should be seated in each row
- AC coaches should not be used.

- A single exit point should be arranged in all railway stations to facilitate the screening process.


### **Railway Screening Team**

1. Health Desks to be made functional in all main railway stations and railway stations at entry points into the State.
2. Each passenger screening team should consist of at least one Medical Officer, One field staff/Paramedical staff and one volunteer. There should be at least four such teams working in shifts. An additional team must also be provided as back up. Depending on the number of passengers, districts can provide additional teams if needed. The team must be provided training on infection control practices and PPE use before deployment.
3. Railway Health Services staff should also be part of the passenger screening team at railway stations.
4. Railway staff must provide support to the screening team by arranging counters and by managing passenger flow. They must also ensure that all passengers are maintaining social distancing and following instructions.
5. There should also be a logistic team to ensure the availability of necessary logistics to facilitate screening and a transportation team to facilitate secure passage of passengers to Home, COVID Care Centres or COVID Treatment Centres.

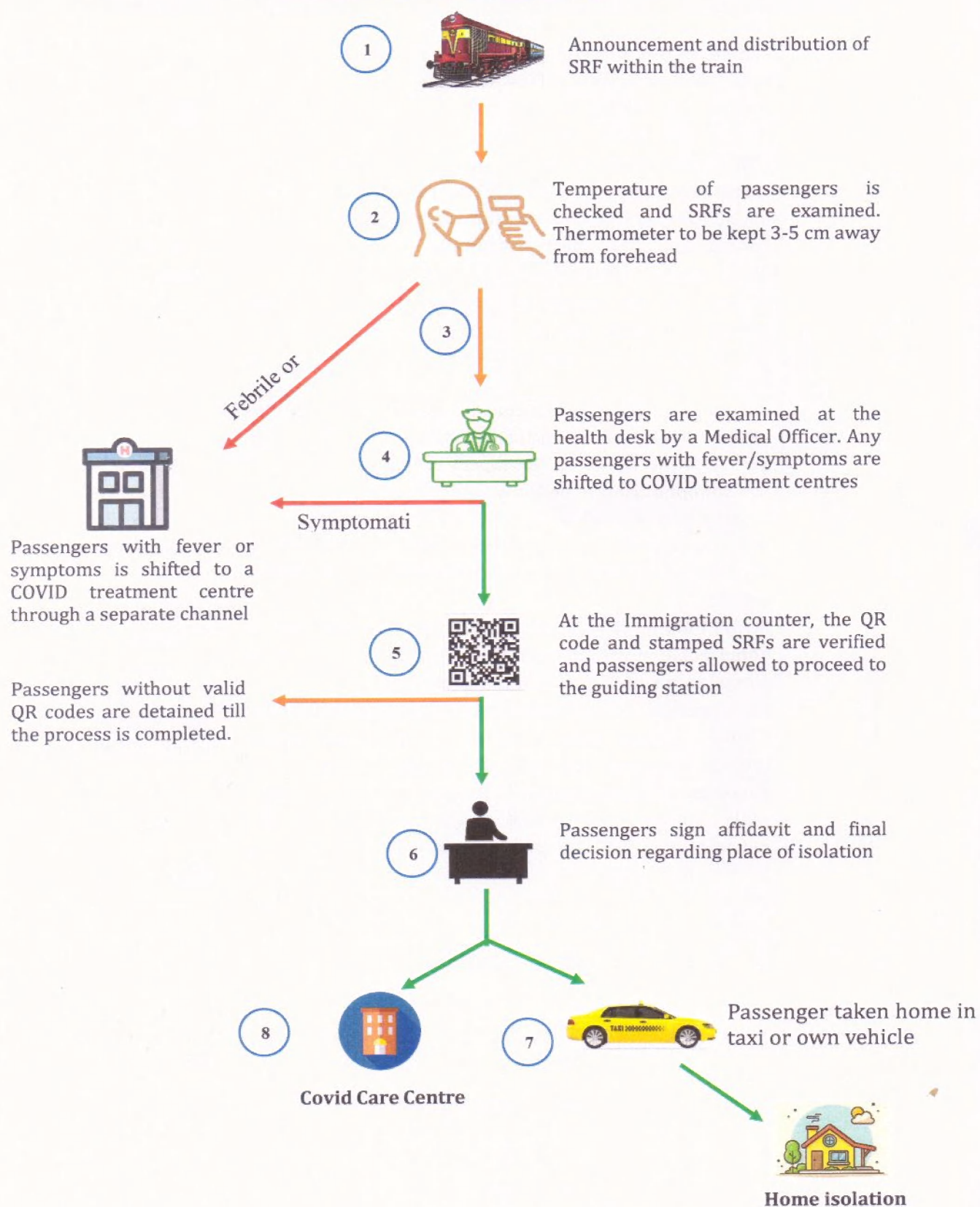
### **Passenger Screening Process**

Sl. No	Process	Responsibility
1	Announcement and distribution of SRFs (Self Reporting Forms) are done. Passengers should fill up the SRF before disembarking. Passengers to be disembarked row wise as small batches of 20-25 keeping at least one metre distance between each passenger.	Railway Staff RPF
2	Temperature checkup of all passengers should be done at designated screening stations. SRFs should also be checked at this point. Any passenger who self-reports as symptomatic or has fever should be directly transferred to a Covid Treatment centre through a separate channel. They should not be allowed to proceed further	Station Master Railway Staff RPF Health Team Member



Sl. No	Process	Responsibility
3	Passengers without fever or those who have not reported symptoms are diverted to the health desks with the help of RPF and volunteers. All the passengers are instructed to maintain at least one metre distance.	Station Master Railway Staff RPF Health Team Member
4	At the health desk, SRF forms are checked. The Medical officer in the team examines the passenger and asks for symptoms other than fever. The passengers are also enquired regarding their decision on the place of isolation (Home/Covid Care Centre/Hospital). Any person found having symptoms/signs on examination are transferred to a Covid Treatment centre through a separate channel. The SRFs of other passengers will be stamped by the Medical officer.	Medical Officer Health Team Member
5	Passengers without symptoms are cleared to proceed to next screening station. At the screening station, QR codes and SRFs are checked. Passengers with a valid QR code and stamped SRF will be allowed to proceed further to the guiding station. Any passenger found not having a valid QR code will be detained and allowed to proceed only after completing the process	Station Master Railway Staff RPF Health Team Member
6	At the Guiding station, Passengers who have decided on home isolation will be made to sign an affidavit regarding compliance with home isolation guidelines. Passengers who have decided on isolation at COVID Care Centres will be transferred to a COVID Care Centre through a separate channel in designated vehicles	Station Master Railway Staff RPF Health Team Member District Administration
7/8	Passengers who are allowed to proceed for home isolation shall arrange a designated taxi/own vehicle for the journey home. Only the passenger and the driver will be allowed in the taxi. Passengers who have decided on isolation at COVID Care Centres will be transferred to a COVID Care Centre through a separate channel in designated vehicles	District Administration
 PRINCIPAL SECRETARY		

## Passenger Screening Flowchart



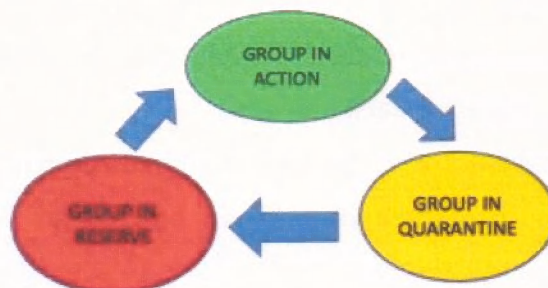


### **Annexure 1: General Instructions**

- All travellers and railway staff must wear cloth masks/ triple layered masks at all times and must maintain social distancing at railway stations and within the train.
- If symptoms develop during the course of the journey they must be isolated in a separate compartment (such compartments must be identified before the start of journey by the railways)
- Meticulous sanitation measures must be maintained in trains every 3-4 hours. All coaches to be disinfected after each journey.
- Hand sanitisers / hand wash must be kept at all bathrooms and near washbasins
- Passengers must be disembarked in small batches of 20-25 passengers while maintaining a distance of 1 metre.
- All Luggage should be disinfected with 0.5% Hypochlorite solution
- Health staff at health desks must wear N95 masks, face shields, gloves, and disposable gowns
- Temperature checking of all passengers must be done with Infra-red flash thermometer (It should be kept at a distance of 0.5 cm from forehead)
- Queries regarding COVID related symptoms must be done at health desk. IEC materials and helpline numbers should be distributed to passengers at health desks.
- Health Inspector of railways to coordinate the surveillance activities
- All asymptomatic passengers from other states to be send for home isolation at their respective homes in designated vehicles for 14 days
- All symptomatic passengers to be send to COVID treatment facilities in designated ambulances (double chambered ambulances with driver wearing PPE)
- Proper sanitary disposal of PPE must be done by Railways
- Staff must be exclusively posted for a period of two weeks for railway surveillance and they must undergo two weeks home quarantine upon finishing duties
- Any COVID 19 related symptoms in health staff must be promptly reported to state and district IDSP's and they must be tested with RT-PCR

## **Annexure 2: Duty Pattern for Railway Surveillance**

1. Screening to be done with minimum of four counters in four shifts by a team including
  - One Doctor
  - One Field Staff/Paramedical staff
  - One Volunteer



2. Health Staff must be exclusively posted for Railway surveillance duty
3. Posting of Staff to be done for two weeks at a stretch and then they should proceed to quarantine for a period of two weeks.
4. Duty list of staff posted to be sent to State Control Room and concerned APHOs. Additional teams may be posted depending on the passenger load.
5. District Administration must take necessary arrangements for accommodation of Health Staff on Railways surveillance duty preferably near the Railways itself
6. If any staff on duty develops symptoms, they should be taken off duty and screened for COVID-19.
7. All Staff posted for Railways duty must wear face shield, N95 Masks, Gloves, and disposable gowns
8. Sanitary disposal of PPE must be done at the Railways itself with the help of Railways Authority and final disposal must be done with the support of IMAGE (tie up of IMAGE and Railways Authority)
9. All data related to Railways surveillance must be sent to the State Control Room and concerned District Control Rooms before 12 PM on all days.



**Annexure 3: HR Requirement for Railway Surveillance**

Station	No. of Desks	Staff Category	Staff per shift	No. of shifts	Total staff per day
Border Railway Stations for Health Education	-	Health Volunteers	2 per Coach*	4	400
Designated Isolation Facility at Railway Station	1	Staff Nurse	2	4	8
Health Desk & Screening	8	Medical Officer	8	4	32
		Nurse/JHI	8	4	32
		Volunteers	16	4	64
QR Code scanning ( As and when the system is available)	8	Volunteers	16	4	64
		PRO	2	4	8
Registration Help Desk	3	Volunteers	12	4	48
		Data entry Operator/PRO	3	4	12
Guiding Station	8	Medical officer	2	4	8
		JHI/Equivalent	8	4	32
Ambulance Coordination	-	Health Staff	1	3	3
Overall coordination	-	Health Staff	1	3	3

\*Indicative. It may be appropriately decided by the district Health administration